

By-Laws
Warwick Station Redevelopment Agency
Warwick, Rhode Island

Adoption: April 26, 1999
Amended: June 23, 1999
Amended: September 24, 2002

Article I Definitions:

“Open Meeting Law” means Chapter 46 of Title 42 of the Rhode Island General Laws, 1956 as amended from time to time.

“Ordinance” means the ordinance adopted by the Warwick City Council on November 16, 1998 entitled “An Ordinance Approving and Adopting the Warwick Station Redevelopment Agency and Warwick Station Redevelopment District.”

“Redevelopment Plan” means the Warwick Station Redevelopment District Master Plan adopted in connection with the Ordinance.

“Redevelopment Statutes means Chapters 31, 32 and 33 of Title 45 of the Rhode Island General Laws, 1956 as amended from time to time.

Article II The Agency:

A. Establishment: The Warwick Station Redevelopment Agency (Agency) was established by the Warwick City Council by the Ordinance in conformance with the requirements of the Redevelopment Statutes. The Agency is responsible for carrying out the purposes of the Warwick Station Redevelopment District. All development within the District shall be reviewed and approved by the Agency in conformance with the Redevelopment Plan.

B. Purpose: The purpose of the Warwick Station Redevelopment Agency (Agency) is to encourage, guide and direct development within the District, to assure that the character prescribed in the Redevelopment Plan is maintained. The construction and design of buildings and open spaces shall be regulated and approved in accordance with the provisions of the Ordinance.

C. Membership and appointment: The Agency shall consist of five (5) members and two (2) alternates as representatives of the community who have demonstrated interest and commitment to the vision of the Warwick Station Redevelopment District. The five appointed members shall serve until their successors have been appointed and approved by the City Council. All members shall be appointed by the Mayor and subject to the approval of the City Council. All members shall be residents of the City of Warwick. The Mayor shall also appoint four (4) ex-officio, non-voting, members of the Agency. The ex-officio members shall include a registered Rhode Island architect or an individual with professional training and expertise in architectural design, planning

or landscape design, the Director of the Rhode Island Department of Transportation (RIDOT) or his/her designee, the Executive Director of the Rhode Island Department Economic Development Corporation (EDC) or his/her designee, and the Executive Director of the Rhode Island Airport Corporation (RIAC) or his/her designee. The terms of the appointees shall be for five years and shall be staggered to provide for continuity of the agency.

D. Officers: The officers of the Agency shall consist of a Chairman, a Vice-Chairman, Secretary and Executive Director.

Chairman: The Chairman shall preside at all meetings of the agency. The Chairman shall sign all contracts, deeds and other instruments made by the Agency.

Vice-Chairman: The Vice-Chairman shall perform the duties of the Chairman in the absence of the Chairman.

Secretary: The Secretary shall keep the records of the Agency, shall act as Secretary of the meetings of the Agency and record all votes, and shall keep a record of the proceedings of the agency and shall perform all duties incidental to the office.

Executive Director: The Executive Director shall have general supervision over the administration of the Agency. The Executive Director shall prepare the annual budget of the agency and file the budget with the Finance Director of the City of Warwick after review and approval by the Agency. He shall sign all vouchers, payrolls, and other documents relating to the expenditure of funds under the authorized budget. In the absence of the Secretary, the Executive Director shall serve as Assistant Secretary.

E. Election and Appointment:

The Officers: shall be elected at the annual meeting of the Agency by the voting members of the Agency for a term of one year or until their successors have been elected.

Executive Director: shall be appointed by a majority vote of the Agency and shall serve at the pleasure of the voting members.

F. Additional Personnel and Consultants: The agency may from time to time employ and/contract with individuals and consultants as it deems necessary to exercise its powers, duties and functions, and it shall determine the qualifications of such persons and their tenure and compensation.

Article III: Meetings

A. Annual Meeting: The annual meeting of the Agency shall be held in January. Election of officers shall be held during the annual meeting.

B. Regular Meeting: Regular meetings of the Agency shall be held on the fourth Tuesday of each month. The Agenda of each meeting shall be posted in the City Hall as set forth in the Open Meeting Law.

C. Special Meetings: The Chairman may call a special meeting of the Agency at any time. Special meetings of the Agency shall be posted in the same manner as regularly scheduled meetings.

D. Quorum: Three voting members shall constitute, a quorum of the Agency.

E. Voting: For the purposes of decision-making, each member of the Agency shall constitute one vote; the affirmative vote of at least three voting members is required for any action.

Article IV: Notices and Agenda: The Agency shall provide notice to its members and the public all as prescribed by the Open Meetings Law. The listing of agenda items and the additions and deletions thereto will also be as prescribed by the Open Meetings Law.

Article V: Rules and Regulations: The Agency shall adopt and publish formal Rules and Regulations for the submission of proposals, requests for waivers and the manner of documenting decisions. In all cases the Rules and Regulations shall be consistent with the Redevelopment Plan, the Ordinance and the Redevelopment Statutes.

Article VI: Committees: Whenever the Agency determines that issues need to be examined to an extent not possible for the staff of the Agency or at meetings of the Agency, the members of the Agency may appoint one or more committees to analyze such issues and report their findings to the members for action. The committee may be composed of as many as the Agency deems appropriate. Committees may consist of representatives of the community and at least one Agency member who will chair such committee._(Added 06/23/99).

Article VII: Adoption and amendments to by-laws: The by-laws of the Agency may be amended at a meeting of the Agency. No amendment of the By-Laws, however, shall be adopted without at least seven (7) days written notice thereof being given to all of the members of the Agency.

